



County of Los Angeles CHIEF EXECUTIVE OFFICE

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March 20, 2014

To: Supervisor Don Knabe, Chairman
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From: William T Fujioka
Chief Executive Officer *WTF*

OFFICE OF THE INSPECTOR GENERAL'S REQUEST FOR SALARY PLACEMENT FOR MS. CATHLEEN BELTZ UPON APPOINTMENT TO THE POSITION OF ASSISTANT INSPECTOR GENERAL (UNCLASSIFIED)

The Office of the Inspector General (OIG), with the support of the Chief Executive Officer (CEO), requests approval to appoint Ms. Cathleen Beltz to the position of Assistant Inspector General, Item No. 9974, at an annual base salary of \$170,000. The base salary placement for Ms. Beltz onto Management Appraisal and Performance Plan (MAPP) Tier I Salary Range R16 (the Board approved range for this position) will place Ms. Beltz slightly below the control point of the range. This salary is recommended based on Ms. Beltz' extensive legal experience and the role and responsibilities she will perform as Assistant Inspector General for the OIG.

As Assistant Inspector General, Ms. Beltz will report directly to the Chief Deputy and will be responsible for assisting the Chief Deputy and the Inspector General in providing independent civilian monitoring of the Sheriff Department's operations. More specifically, Ms. Beltz will propose subjects for audit and supervise audits conducted by the office, monitor the Sheriff Department's response to inmate and public comments on the condition of the jails and other Sheriff facilities and operations, make recommendations to the Inspector General and the Chief Deputy on ways to reduce unnecessary use of force and misconduct at the Sheriff Department, and prepare public reports on the Sheriff Department to facilitate public awareness and Board supervision.

Ms. Beltz is a seasoned attorney with more than 15 years of experience in the field of jail and prison reform. Ms. Beltz' experience includes assignments monitoring the State of California's Department of Corrections and Rehabilitation (CDCR) Division of

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Juvenile Justice for compliance with the Farrell v. Beard consent decree including creating stipulated agreements, preparing, revising, and implementing new policies, mediating for parties, and authoring compliance reports. Ms. Beltz has also worked with the San Francisco Sheriff Department conducting an extensive review of the jail strip search and safety cell practices, including drafting jail policy and making recommendations that resulted in substantial revisions to the San Francisco jail safety cell policy and procedure. Additionally, Ms. Beltz has monitored the CDCR for compliance with the Armstrong v. Davis settlement agreement and drafted the "Life Prisoners" chapter of the California State Prisoner's Handbook.

In 1998, Ms. Beltz earned a Bachelor of Arts degree in Sociology and a Bachelor of Arts degree in Criminology from the University of Missouri, Columbia. In 2000, Ms. Beltz earned a Master of Arts degree in Sociology from the University of Missouri, Columbia. In 2003, Ms. Beltz earned a Juris Doctorate from the University of California, Hastings College of the Law and is a member of the State Bar of California.

In accordance with policy on managerial appointments, unless otherwise instructed by the Board by April 3, 2014, the CEO will advise the OIG that authorization has been granted to proceed with Ms. Beltz' appointment to Assistant Inspector General (UC), at an annual base salary of \$170,000, effective no sooner than April 4, 2014.

If you have any questions regarding this matter, please contact Steve Masterson, at (213) 974-8481.

WTF:BC:JA
SJM:AP:mmg

c: Executive Office, Board of Supervisors
County Counsel
Inspector General